



City of Liberty Hill Planning Department
926 Loop 332
PO Box 1920
Liberty Hill, TX 78642
Fax: 512-778-5418
www.libertyhilltx.gov

Business Name: _____
Submittal Date: _____
Permit #: _____

MOBILE FOOD VENDOR APPLICATION

The following items must be submitted for the application to be considered for review.

For questions regarding this application call City Hall at 512-778-5449.

Application processing may take up to five (5) business days.

_____ ONE DAY PERMIT (\$20) _____ 30-DAY PERMIT (\$100) _____ 6-MONTH PERMIT (\$400)

MINIMUM SUBMITTAL REQUIREMENTS/CHECKLIST

- ☐ \$20 - \$400 Application Fee (See above)
- ☐ Completed Application. This application form provided by the City of Liberty Hill must be used and may not be adjusted or altered. Please attach pages if additional information is provided.
- ☐ Proof of current Business Liability coverage
- ☐ Sales Tax Permit
- ☐ Written permission from private property owners/representatives (not required for public property)
- ☐ Addresses and Graphical description of sales locations
- ☐ Food Handler's permit for Williamson County and Cities Health District (WCCHD) for each employee working
- ☐ Mobile Food Vendor Permit or Temporary Permit issued by Williamson County – *Must be issued prior to approval of this application.*

BUSINESS OWNER INFORMATION

Name: _____ Driver's License #: _____
Business Name: _____ Sales Tax #: _____
Business Tax Identification #: _____ Street Address: _____
City: _____ Zip Code: _____
State: _____ E-mail: _____
Phone #: _____ Fax #: _____

VENDOR CONTACT INFORMATION (Primary Contact for food vendor unit while in route)

Name: _____ Street Address: _____
City: _____ Zip Code: _____
State: _____ E-mail: _____
Phone #: _____ Fax #: _____

MOBILE UNIT INFORMATION

Make: _____ Model: _____
Year: _____ Vehicle Identification #: _____
License Plate #: _____ Color of Unit: _____

Description of Edible Goods being sold:

Description of Signage (banners require a separate permit):

A copy of the Liberty Hill Ordinance for Mobile Food Vendors can be found at www.libertyhilltx.gov under Code of Ordinances. Following verification of this application and attachments, a Mobile Food Vendor Permit will be issued by the City of Liberty Hill Planning Department. You will be notified when the permit is ready for pick up at 926 Loop 332 in Liberty Hill.

PLEASE NOTE: IT IS THE RESPONSIBILITY OF EACH VENDOR TO CONTACT AND/OR MAKE INQUIRES OF THE WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT (WCCHD) REGARDING ANY ADDITIONAL PAPERWORK OR FEES THAT MAY BE APPLICABLE TO ANY OR ALL EVENT(S) IN WHICH YOU ARE PARTICIPATING IN THE CITY OF LIBERTY HILL.

FOR CITY USE ONLY

DATE RECEIVED: _____ FEE PAID: \$ _____ CASH/CHECK #: _____
APPROVED: _____ DATE: _____